

Draft Minutes  
**Nevada State Emergency Response Commission**  
Bylaws Committee  
Professional Engineers & Land Surveyor's Board Building  
1755 E. Plumb Lane, Ste. 130  
Reno, Nevada  
June 30, 2004

**Members Present**

Richard Brenner via phone  
Brett Skinner via phone

**Members Absent**

Larry Farr

**Staff**

Karen Kennard  
Cheryl Folkers  
Bruce Ferrel  
Glade Myler

**I. Call to Order**

Richard Brenner called meeting to order at 10:10 a.m.

**II. Introduction**

Introductions were made around the room as shown above.

**III. Old Business**

**A. Approval of October 9, 2003, meeting minutes**

Richard Brenner motioned to approve the minutes. Brett Skinner seconded the motion which was approved unanimously.

**IV. New Business**

**A. Discussion/Review/Recommendation of LEPC membership lists**

The following are the results from the review of the membership lists per county:

*Carson City-*  
*Churchill-*

Recommend approval to the SERC.

Recommend approval to the SERC after adding media to the membership list.

*Clark-*

Recommend approval to the SERC after adding media to the membership list.

*Douglas-*  
*Elko-*

Recommend approval to the SERC.

Recommend approval to the SERC after adding media to the membership list. It was also stated there were no individual names listed on the membership list, just the organizations. The Bylaws Committee agreed this was all right as long as the names and organizations were listed on the minutes, to verify which organization attended the meetings.

*Esmeralda-*

Recommend approval to the SERC after adding, media, industry and community to the membership list.

*Eureka-*

Recommend approval to the SERC after adding media to the membership list.

<b><i>Humboldt-</i></b>	No membership list received.
<b><i>Lander-</i></b>	Recommend approval to the SERC after adding an elected official to the membership list.
<b><i>Lincoln-</i></b>	Recommend approval to the SERC after adding media to the membership list.
<b><i>Lyon-</i></b>	Recommend approval to the SERC after adding community group to the membership list.
<b><i>Mineral-</i></b>	Recommend approval to the SERC.
<b><i>Nye-</i></b>	No membership list received.
<b><i>Pershing-</i></b>	Recommend approval to the SERC after adding media to the membership list.
<b><i>Storey-</i></b>	Recommend approval to the SERC after adding media to the membership list.
<b><i>Washoe-</i></b>	Recommend approval to the SERC.
<b><i>White Pine-</i></b>	Recommend approval to the SERC after adding media and community group to the membership list

Mr. Brenner motioned to advise the LEPCs of the deficiencies on the membership lists and if deficiencies are not amended and submitted, future funding would be affected.

**B. Discussion/Review/Recommendation of LEPC bylaws**

Bylaws were received from all counties except Douglas, Nye, Pershing and Humboldt. The Committee recommends to the SERC minor changes to Lincoln and Washoe LEPC bylaws. Mr. Brenner motioned to contact the LEPC and advise of deficiencies. Mr. Skinner seconded the motion which was approved unanimously.

Mr. Brenner motioned to recommend to the SERC to have staff contact the LEPCs who did not submit bylaws and advise failure may result in de-obligation of current funding. Mr. Skinner seconded the motion which was approved unanimously.

There was discussion to recommend quarterly LEPC meetings be required by the SERC.

**V. Public Comments**

There were no public comments.

**VI. Adjournment**

The meeting adjourned at 11:17 a.m.